PURCHASE ORDER
PHILIPPINE COCONUT AUTHORITY, REGIONS I,II,III and CAR
Elliptical Road, Diliman, Quezon City Telephone No. (02) 924-4761 / Telefax No. (02) 927-5227

Supplier :	JARHENS TRADING 33 Albert St., Kingsville exec. Subd. Mayamot, Antipolo City 314-228-538-000		P.O. No. : 22-03-04(RO) Date : March 23, 2022 Mode of Procurement : Small Value Procurement		
Address :					
TIN:					
Gentlemer	n:	furnish this Office the following articles subject to the term	se and conditions of	intained herein	
	Please	furnish this Office the following afficies subject to the term	is and conditions co	meditied fiereiti	
Place of Delivery: Quezon City Date of Delivery: FIVE TO FIFTEEN CALENDAR DAYS			Delivery Term : FOB		
			Payment Term : _	CREDIT	
Stock/		Description	Quantity	Unit Cost	Amount
Property	Unit	Description	Quantity	OTHE COSE	
No.	-				
	piece	MICROSOFT OFFICE (Licensed)	12	4,300.00	51,600.00
		Home and Student 2019			
					•
		FIFTY ONE THOUSAND SIX HUNDR	ED DECOS ONLY		51,600.00
(Total An	nount in W	DI FIFTY ONE THOUSAND SIX HONDR	ED PESOS CINET	15.	32,000.00
In case delay shall	of failure t I be impose	o make the full delivery within the time specified above, a don the undelivered item/s.	penalty of one-tent	h (1/10) of one percen	for every day of
Con	forme:	***	Very truly yours,		
		A STATE OF THE STA			
		RUKN 50 VA. NUEVALTENTA gnature over Printed Name of Supplier	-fl		,
	Si	gnature over Printed Name of Supplier	7	INIS D. ANDRES	
		3/24/10n	Reg	gional Manager III	
		Date		F	
Fund Clus	tor.	0.	ORS/BURS No.:		
Funds Available:			Date of the ORS/BURS:		
		m.	Amount:		
		ALADONAL CADGIA			
		MARVIN LOYD L. GARCIA			
		Acdoulntant III	-		



REPUBLIC OF THE PHILIPPINES

DEPARTMENT OF AGRICULTURE PHILIPPINE COCONUT AUTHORITY REGIONS I, II, III & CAR

2/F Guest House Bldg., PCA Compound, Elliptical Road, Diliman, Quezon City 1101 Telefax No.: (02) 8927-5227 Tel. No. (02) 8924-4761 pcaregion1.4b@gmail.com / regionivb@pca.gov.ph

NOTICE OF AWARD

March 24, 2022

MS. RHEN JOY A. NUEVAESPAŇA

Owner/Proprietor Jarhens Trading Unit 3 # 3 Albert St., Kingsville Subd., Brgy. Mayamot, Antipolo City, Rizal

Dear Ms. Nuevaespaňa,

Please be informed that your bid submitted for the supply and delivery of twelve (12) pieces of licensed Microsoft Office Home and Student 2019 with an amount of **Fifty-one thousand six hundred pesos** (Php 51,600.00), is hereby accepted.

In view thereof, you are hereby required to provide this office within five (5) days after receipt of this notice a conformed Purchase Order as a requirement for accounting and auditing purposes. Failure to provide the required document shall constitute sufficient ground for cancellation of the award.

Very truly yours,

Regional Manager III

PCA Regions I-III & CAR

Conforme:

(Signature over printed name)

Owner/Proprietor, Jarhen's Trading

Date: 3/24/2022



pcaregion1.4b@gmail.com/regionivb@pca.gov.ph

REGIONAL BIDS AND AWARDS COMMITTEE

RECOMMENDING THE AWARD OF CONTRACT THROUGH NEGOTIATED PROCUREMENT UNDER SECTION 53.9 (SMALL VALUE PROCUREMENT) FOR THE PROCUREMENT OF MICROSOFT OFFICE (LICENSED)

RESOLUTION NO. 2022-03

Whereas, the approved budget to purchase 12 pieces of Microsoft Office (Licensed) under Small Value Procurement is Sixty-two thousand four hundred pesos (Php 62,400.00);

Whereas, the Regional Bids and Awards Committee (RBAC), posted the Request for Quotation (RFQ) for the above-mentioned project through posting in the Philippine Government Electronic Procurement System (PhilGEPS) on March 17-23, 2022, PCA website on March 18, 2022 and in conspicuous place in the premises of PCA – Regions I, II, III & CAR on March 17-23, 2022;

Whereas, on different dates prior to the deadline of submission of price quotation, quotations from three (3) suppliers were obtained by the RBAC Secretariat, attested by accomplished Request for Price Quotation (RFQ);

Whereas, based on the preliminary evaluation of bids, the proposal of JARHENS TRADING found to be compliant with the specifications and the details of the duly accomplished RFQ together with the eligibility requirements;

Whereas, after thorough evaluation of the lowest calculated bidder's capabilities on technical and financial requirements and compliance with the technical specifications set by PCA, using the same procedure prescribed in *Section 34 of Rule X of the IRR of RA 9184*, the proposal submitted by JARHENS TRADING in the amount of Php 51,600.00 for the procurement and delivery of Microsoft Office (Licensed) was found to be within the Approved Budget for the Contract (ABC), and considered by the RBAC as the Lowest Calculated, Rated and Responsive Bid;

Whereas, section 12.1 of R.A. No. 9184 mandates that the RBAC shall recommend the award of contract to the Head of the Procuring Entity (HoPE) or his duly authorized representative.

Now, therefore, for and in consideration of the foregoing, We, the member of the RBAC, hereby RECOMMEND to the HoPE the award of contract via Small Value Procurement to Jarhens Trading for the procurement of Microsoft Office (Licensed), in the amount of Fifty-one thousand six hundred pesos (Php 51,600.00).

Done this 24th day of March, 2022.

Management Alia Malana na Kita

"A food-secure Philippines with prosperous farmers and fisherfolk"





REPUBLIC OF THE PHILIPPINES DEPARTMENT OF AGRICULTURE PHILIPPINE COCONUT AUTHORITY REGIONS I, II, III & CAR

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JUAN F. MILAR, JR. Chairperson CHRICEPT T. VILORIA
Vice-Chairperson

MARIA LYNN A. MONDEJAR Regular Member PRINCESS CLAIRE S. ABING
Regular Member

WARREN A. VELASCO
Provisional Member

KEN GUILLER A. VICENTE
Provisional Member

APPROVED: DISAPPROVED:

Regional Manager III
Head of the Procuring Entity

